

FIRE CAPTAIN

(Promotional Class)

DISTINGUISHING FEATURES OF THE CLASS

This class encompasses positions, the major duties of which include manning the fire station on an assigned shift in order to respond to emergency calls, keeping all fire department equipment in good working condition, assuming command at the scene of an emergency in the absence of a superior officer, and assisting in the training of members of the volunteer department. The Fire Captain would normally work alone at the fire station, but may be required to supervise the activities of volunteer personnel both at the station and at the scene of an emergency. Employees of this class receive only general instructions from the Deputy Fire Chief or the Fire Chief (unclassified) who direct and review work of this class.

EXAMPLES OF WORK

Examples listed below are illustrative only. They are not intended to include all duties which may be assigned, neither are they intended to exclude other duties which may be logical assignments to this class.

Answers fire alarms from dispatcher, records all information, and drives fire equipment to emergency scene.

When first arriving at the fire scene, determines the nature and extent of fire, the condition of buildings, danger to adjacent buildings, sources of water supply, and any other pertinent factors. Assumes command of fire ground operations until relieved by a superior officer. Directs attack and assists in procedures to confine and extinguish fire. Administers basic first aid, including CPR;

Sees that fire apparatus is returned to service after fire or other emergency.

Provides for the repair and upkeep of station and equipment by reporting all repair and replacement needs. Inspects fire apparatus for proper placement and maintenance of tools and equipment, such as protective breathing apparatus and portable fire extinguishers. Conducts fire hose tests.

Trains volunteer personnel in fire fighting, rescue, and fire driving techniques.

Fills out records and writes reports such as fuel report, supply requests, hydrant reports, hose records, monthly run report, and fire incident and casualty report.

Inspects station house, buildings, and facilities and examines fire apparatus and equipment such as hoses and ladders, to insure compliance with departmental maintenance standards.

Collects information for pre-fire planning. Visits businesses, schools, and other public buildings in order to become familiar with the layout of the building, location of gas/electric meters, location of closest hydrant, and all other factors necessary for handling emergency situations.

Performs any related duties assigned.

QUALIFICATION REQUIREMENTS

Unless otherwise specified, all requirements must be met before admission to examination.

Must meet all requirements of the Municipal Fire and Police Civil Service Law, including being a citizen of the United States, being a qualified elector of the State of Louisiana, and passing a civil service examination for the position.

After offer of promotion, but before beginning work in this class, must pass a medical examination prepared and administered by the Appointing Authority, designed to demonstrate good health and physical fitness sufficient to perform the essential duties of the position, with or without accommodation.

At the time of application for examination, must be a regular and permanent employee in the class of Firefighter/Operator.

Must be certified as a Fire Fighter II (NFPA standards).